

28th July, 2021

Minutes of the Ordinary Meeting of Llandybie Community Council held on Microsoft Teams on Wednesday, 28th July, 2021 at 6.30 p.m.

Present

Councillors	I. Rh. Llewelyn	C.J. Harris	A.W. Jones
	Mrs S.E Thomas	B. Rees	R.A. Davies
	Mrs K.D. L Davies	Mrs Ll. Latham	E.W. Nicholas
	Mrs Ll. Hindley	Mrs C. Thomas	

Apologies

Councillors	D. Nicholas	Mrs A.J. Evans	P.H. Roberts
	D. Hopkins		

The Chairman opened the meeting by expressing his condolences to Councillor Mrs Anita Evans on the recent passing of her father, Mr Howard Watkins. He also sent his deepest condolences to Mrs Yvonne Watkins, who had represented the Penygroes ward as a Community Councillor for many years.

932.

Declarations of interest

There were none.

933.

MINUTES

The minutes of the following meetings as circulated were considered:

Minutes of the Ordinary Meeting of Council held on 30th June, 2021.

Minutes of the Planning Committee Meeting held on the 30th June, 2021

It was **resolved** to approve the Minutes of these meetings as a true record. It was further **resolved** to confirm the recommendations of the committee.

934.

MATTERS ARISING FROM THE MINUTES

There were none.

CORRESPONDENCE

935.

Police Crime reports

Figures for June and July are shown below :-

Llandybie

Criminal Damage – 1

Assault – 7

Drug related offences – 1

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Harassment – 4
Shoplifting 1
Others – 2

Saron (inc Capel Hendre and Penybank)

Theft -2
Criminal Damage – 5
Assault – 6
Malicious communication – 4
Dangerous dog- 2
Harassment – 5
Taking a vehicle without consent – 2
Wildlife crime – 1
Stalking – 1
Threats to kill – 1
Other – 1

Penygroes

Burglary -1
Criminal damage – 1
Assault – 4
Theft – 2
Malicious communication- 1
Dangerous dog – 1
Harassment – 5
Other – 1
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936.

Prohibition of waiting at any time – Bryn Road/ Waterloo Road, Penygroes

It was **resolved** to confirm that the Council had no objection to the proposal from Carmarthenshire County Council.

937.

CLERK'S REPORT

a) Rights of Way

i) Maintenance contract

An invoice for £1905 had been received from Dynevor Tree Services for the 1st cut of the footpath maintenance for contracts nos 1 and 4-9. Additionally, a further invoice for £1230 had been received for extra work agreed by the Clerk and identified only when footpath clearance was being undertaken. All works had been satisfactorily completed and it was **resolved** to pay the invoice.

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ii) Footpath 51/62

It had been previously reported that reports of damaged stiles had been received by the Clerk on various footpaths throughout the area. A broken stile on Footpath 51/62 had been satisfactorily replaced by R Gleaves at a cost of £40.00. Two further stiles had been provided for another local landowner for him to replace personally. It was **resolved** to pay the invoice.

iii) Footpath 51/36 at Caerbryn (Cae Steps)

The Clerk had agreed with Carmarthenshire County Council that this footpath would be cut following complaints from local residents that it had become overgrown in places. The footpath had never been part of the Community Council maintenance contract and provides direct access on to the land at Gilfach Iago. The County Council rangers could not guarantee the work being done quickly. The path had been satisfactorily cut by R Gleaves at a cost of £120 with no VAT charged.

b) Parks

i) Overhead rotator handle – Penygroes park

This item of equipment had been previously reported and identified as in need of replacement. The item had been procured from Fenland Leisure Ltd at a cost of £389 plus VAT to remove a Health and Safety concern on the inspection reports. It was **resolved** to pay the invoice. It was **resolved** to pay the invoice.

ii) Penygroes Community Centre

Councillor Mrs S.E Thomas informed Members that discussions were well advanced in agreeing a new tenancy for the Community Centre at Penygroes park.

c) Tree Surveys

Residual work identified from the reports had been costed with 3 quotations obtained and the contract awarded to R Gleaves of Bonllwyn at a cost of £550. Work will be undertaken in line with the recommendations of the reports. It was **resolved** to confirm the contract.

d) Wild Flowers

An invoice for £525 plus VAT had been received from Wrenvale Nurseries and Landscapes for wild flower planting agreed as part of the community development budget. It was **resolved** to pay the invoice.

Councillor Mrs C. Thomas asked that the contractor confirm with the Council that the seeds being used were British in origin for future planting.

e) Fire extinguisher checks

Annual checks have been undertaken at the office and pavilions by Gorlech Fire Protection at a cost of £139. It was **resolved** to pay the invoice.

e) Councillor expenses payments

In accordance with IPRW guidelines the annual payments have been processed and will be paid on the 31st July, 2021.

f) CCTV at Penygroes park

Following agreement to proceed with CCTV at the park, the Clerk had attended a webinar with Kate Harrop, Community Safety Manager at Carmarthenshire County Council. She confirmed that as a Community Council we are classed as a 'responsible authority' relating to CCTV in public spaces and there are extra responsibilities compared to business operated systems or home CCTV.

There is a duty to comply with the Home Office Surveillance Camera Code of Practice 2013 which includes the completion of a Data Protection Impact Assessment, liaison with the police and conducting a public consultation exercise.

The chosen contractor has been asked to delay any installation until the Clerk has completed his initial findings as to what is required from the Community Council to satisfy legislation.

Councillor R. A Davies questioned the cost and extra responsibility for the installation, and proposed that the project be cancelled and that the new tenants of the community centre should possibly be encouraged to install their own system which would help with the council's concerns at the park. A counter proposal from Councillor C.J Harris recommended that the process which had already started by the Clerk be continued, and that the Clerk report back to the September meeting before a definitive agreement is given to move forward with the installation. A vote of Members present agreed that the counter proposal be accepted by 7 votes to 3.

g) Local Places for Nature

One Voice Wales have appointed Rachel Carter as a Local Places for Nature Officer. This capital funded programme has been set up by Welsh Government to halt and reverse the decline of biodiversity in Wales. Her role is to help local councils facilitate new projects and she is initially looking for interested councillors to join a new fortnightly networking group to discuss environmental issues, share project ideas and achieving the Council's biodiversity action plan.

Councillors Mrs C. Thomas and Mrs S.E. Thomas agreed to attend the networking group as representatives of the Council.

h) Water Hygiene contract

Quotations had been sought from three companies who could undertake the water hygiene services at both pavilions and the public conveniences for a 2 year period with an option to extend for a further year if both parties are happy with the arrangements. The quotes must include fresh risk assessments for each premises and comply with the schedule of work required to satisfy current legislation.

It was **resolved** that the Chair and Clerk would review all quotations on receipt and inform the preferred contractor for the commencement of the new contract on the 1st October, 2021.

i) Saron Pavilion

The annual boiler service had been completed by Amman Heating Services at a cost of £130.00.

j) Defibrillator financial support

Councillor Ll. Hindley had been approached to see whether the Council would be able to partially fund a new defibrillator for the children's nursery at Penygroes. It was **resolved** that a request for a council grant should be submitted to the Clerk for consideration at September's finance committee.

938.

Councillor vacancy – Llandybie ward

A notice of vacancy for a Community Councillor had been issued on the 12th July 2021, subject to the Local Government Act 1972. A request for an election signed by 10 electors must be received by Friday 30th July, 2021.

939.

New Committee Members – Llandybie ward

It was **resolved** that Councillor R. A Davies be appointed to represent the ward on the Parks and Play areas, Finance and Employment committees.

940.

FINANCIAL MATTERS

(i) Payment of accounts

The Clerk reported that the following accounts had been paid since the last meeting:

5554	SSE Swalec	Electricity at Penygroes public conveniences 19/3/21 – 23/6/21	£34.54
5555	Gorlech Fire Protection	Annual fire extinguisher service	139.00

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5556	EDF	Capel Hendre park – June 2021	£13.80
5557	EDF	Llandybie Pavilion – June 2021	£39.60
5558	EDF	Llandybie bowls shed – June 2021	£32.57
5559	EDF	Saron pavilion – June 2021	£56.88
55579	SSE Swalec	Electricity at Office and Chamber – 17/4/21 to 30/6/21	£42.16
5580	Welsh Water	Llandybie pavilion 23/1/21 – 2/7/21	£147.34
5581	EDF	Penygroes park – June 2021	£13.59
5582	SSE Swalec	Electricity at Llandybie public conveniences 17/3/21 – 7/7/21	£27.88
5583	SSE Swalec	Electricity at Office and Chamber – 1/7/21 – 7/7/21	£6.37
5587	Welsh Water	Llandybie public conveniences 27/1/21 – 7/7/21	£99.24
5590	EDF	Llandybie MUGA – June 2021	£14.69
5591	Proprint	Replacement safety sign for Derwydd park MUGA	£63.00
5594	Designz	Park signage – ‘All dogs to be kept on leads’	£40.00

The following invoices and payment requests had also been received:

5560	Mrs A.J Evans	IPRW Councillor expenses 2021/2022	£150.00
5561	A.W. Jones	IPRW Councillor expenses 2021/2022	£120.00
5562	B Rees	IPRW Councillor expenses 2021/2022	£120.00
5563	Mrs C. Thomas	IPRW Councillor expenses 2021/2022	£120.00
5564	D. Hopkins	IPRW Councillor expenses 2021/2022	£150.00
5565	D. Nicholas	IPRW Councillor expenses 2021/2022	£75.00
5566	E.W Nicholas	IPRW Councillor expenses 2021/2022	£120.00
5567	I. Rh. Llewelyn	IPRW Councillor expenses 2021/2022	£520.00
5568	Mrs J.E. Collins	IPRW Councillor expenses 2021/2022	£90.00
5569	Mrs K.D.L. Davies	IPRW Councillor expenses 2021/2022	£120.00
5570	Mrs Ll. Latham	IPRW Councillor expenses 2021/2022	£120.00
5571	N. Evans	IPRW Councillor expenses 2021/2022	£150.00
5572	P.H. Roberts	IPRW Councillor expenses 2021/2022	£520.00
5573	Mrs S.E. Thomas	IPRW Councillor expenses 2021/2022	£120.00
5574	S.J. Roberts	IPRW Councillor expenses 2021/2022	£120.00
5575	S Griffith	Salary and use of home as office allowance - July 2021	£2298.23
5576	R Thomas	Salary and use of home as office allowance - July 2021	£667.46
5577	HMRC	July 2021	£1570.17
5578	Martin Davies	Translation services for June meetings	£168.85
5584	hsl Compliance Ltd	Water hygiene – quarterly visits July 2021	£221.54

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5586	Wrenvale Nurseries and Landscapes	Wild flower planting 2021	£630.00
5588	Dynevor Tree Services	Footpath maintenance contract 1 st cut – contracts 1 and 4-9	£1905.00
5589	Dynevor Tree Services	Additional work agreed during 1 st cut of footpath maintenance contract	£1230.00
5592	Newhall Janitorial Ltd	Public conveniences cleaning supplies	£201.73
5593	BT	Clerk's telephone bill 17/7/21 – 14/10/21	£126.80
5595	R Gleaves	Stile repair on FP 51/62	£40.00
5596	Amman Heating Services	Annual boiler service at Saron pavilion	£130.00
5597	J T Services	Public convenience maintenance and two grass cuts at Gorsddu – July 2021	£1010.00
5598	Newhall Janitorial Ltd	Public conveniences cleaning supplies	£10.62

Members **resolved** that the accounts should be paid.

(ii) Monthly monitoring of the budget - Llandybie Community Council 2021/2022

	Budget 2021-22	Income and expenditure 01.04.21- 30.06.21
	£	£
Precept	180,000	60,000
Interest: Lloyds	150	5
Interest: investment accounts	400	
Rights of way	3,000	3,000
Hire Agreements	4,700	
	188,250	63,005
Staffing	45,889	11,703
Premises	17,650	5,063
Office Services	4,750	1,895
Member costs	3,100	0
Services and Subscriptions	10,000	2,428
Section 137		0
Payments under other powers	18,000	0
Public open spaces		0

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Village halls		0
Burial grounds		0
Rights of way - maintenance	}	495
Rights of way - improvement	10,000	
Grass cutting/ litter/ facilities	28,000	240
Park repairs and replacement	50,000	3,728
Public lighting - energy	}	
Public lighting - improvement	8,500	
Community development	28,000	2,102
Public conveniences	13,000	2,548
	<u>236,889</u>	<u>30,202</u>
Balance for the year (period)		32,803
b/f		311,004
c/f	0	<u>343,807</u>

Cash and investments	342,432
Debtors	1,375
Creditors	0
	<u>343,807</u>

The Chair thanked the Clerk for his report.

(iii) Cash reconciliation

The quarterly cash reconciliation had been undertaken by Councillor E.W. Nicholas on the 11th July, 2021 with no issues identified.

941.

Request for information from County Councillors on Section 106 agreements

Councillor Mrs S. E Thomas informed Members that without wishing to prejudice any decision made at the planning committee meeting, the Council should seek a community benefit fund if the proposed 15 year extension to the wind turbine at Caerbryn was agreed.

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942.

Reports on seminars / joint meetings

Councillors Mrs J.E. Collins had attended a Code of Conduct training event held by Carmarthenshire County Council. Councillor Mrs C. Thomas had been due to attend but had failed to access the meeting.

943.

Date of next meeting

Members **resolved** that the next Ordinary meeting of Council be held on the 29th September, 2021.

944.

As there was no further business to discuss, the Chair declared the meeting closed at 7.30 p.m.